

# California Information Technology Governance

## 2004 MINUTES OF THE STATE IT COUNCIL

Friday, April 30, 2004

The Council met at 3455 Fifth Avenue, Sacramento, on April 30 at 10:00 a.m.

The presiding officer was the Council Chair, Mr. Clark Kelso.  
The Council Vice- Chair, Mr. Bernard Soriano was also present.

Attending Members: Andrew Armani, Gary Arstein-Kerslake, Bob Austin, Jeff Baldo, Ann Barsotti, Terese Butler, Mitch Coppin, Dave Dawson, Nick Dedier, Alan Friedman, Jon Fullinwider, Kevin Green, Craig Grivette, Clark Kelso, , John Lane, Karen Lynch, Joe Panora, Carlos Ramos, Christy Quinlan, Ron Ralph, Ronald "Gene" Reich, Bernard Soriano, Larry Toliver, Ben Williams, Ben Wilson,

Alternate attending members: Linda Simone DOF, Teri Lynch PERS, Michelle Ogata DGS, Jordan Sherland CDSS, Ellen Ishimoto DOT,

Absent members: James Gilles, Janice King, Debbie Leibrock, Carlos Ramos, Ronald "Gene" Reich, Calvin Rogers, Barbara Timmer, Pat Yerian

Council guest and presenter: Stephen Clemons from CPR

### Governance

1. Clark Kelso and Bernard Soriano provided a brief CPR update and entertained high level questions about the CPR initiatives and organization such as CPR teams, Statewide Organization and Data Center Consolidation.
2. Using the Council Vision and Organization charts from the Council web site <http://www.cio.ca.gov/ITCouncil/ITCouncil.html>, Clark Kelso reviewed his Council vision, the Council organization in place today and the high level Council initiatives or topics currently assigned to formed committees.

### Old Business

1. IT Council Charter  
**Upon motion of Ben Wilson, seconded by Dave Dawson and unanimously carried, the Council adopted the Council Charter <http://www.cio.ca.gov/ITCouncil/Charter.html> dated 4/27/2004 that had been previously distributed for input.**
2. Committee Reports  
Each committee chair provided a brief status report for his / her committee <http://www.cio.ca.gov/ITCouncil/Committees/Committees.html>.  
All committees with an identified chair have met at least once.  
Some committees have revised their initial guidance charter provided to each of the committees by the Council Executive Committee.

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Committee Name	Chair	Vice-chair	Committee Charter
Executive Committee (EC)	Clark Kelso	Bernard Soriano	CIO approved
Strategic Business & IT Services			EC Guidance
IT Policies	Gary Arstein-Kerslake	Jeff Baldo	EC Guidance
Enterprise Architecture & Standards	Ann Barsotti	Larry Toliver	Committee Revised
Enterprise Applications	Terese Butler	Andrew Armani	Revised
Security	John Lane	Jeff Baldo	Revised
Data Center Operations	Calvin Rogers	Christy Quinlan	EC Guidance
IT Acquisitions	Christy Quinlan	Janice King	EC Guidance
Human Resources	Mitch Coppin	Joe Panora	EC Guidance

### 3. Committee Deliverables

#### Council Executive Committee

The committee's *Council Planning and Support* Working Group staffed by the State Agency Information Officers (AIO) presented the first Council deliverable requested by the State CIO on behalf of the Center for Digital Government: the "2004 Digital States Survey for California". Claudina Nevis, the Working Group Chair, suggested that the metrics reported on this survey could possibly be used to assist with the assessment of the Council's performance next year. This report, the first deliverable to the Council, and from the Council to another organization, will be submitted to the Center for Digital Government for their review and online publishing along with the reports from other states by July, 2004.

#### Enterprise Applications Committee

Stephen Clemons presented an email document prepared by CPR: Management of Messaging Infrastructure <http://www.cio.ca.gov/ITCouncil/Policies.html>.

The State CIO facilitated a lengthy discussion of State email needs, issues and solutions. He then introduced and led a discussion for a proposed email policy entitled "Responsibility for Messaging Systems".

The State CIO indicated there will be an Email Project Pilot to explore project outstanding questions, such as: more detail costing, technology, savings, roles and responsibilities information.

# **California Information Technology Governance**

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**Friday, April 30, 2004**

**Upon motion of Dave Dawson, seconded by Gary Arstein-Kerslake and unanimously carried, the Council adopted the “Responsibility for Messaging Systems” Policy dated 4/30/04 <http://www.cio.ca.gov/ITCouncil/Policies.html>.** This policy document represents the first policy statement adopted by the Council.

### **New Business**

Bob Austin discussed the current IT Forums available thru HHSDC and solicited input regarding the possibility of using the HHSDC Forum technology and offering to enable the communication among Council committee and working group members. No vote or decision was made.

### **Next Council meeting**

The State CIO announced the next scheduled meeting will be on

July 30th from 10:00 – 2:00

@ 3200 5<sup>th</sup> Avenue, Sacramento

Note: video conferencing will be available for Council members, if requested.

### **Meeting was adjourned at 1:15 p.m.**

Meeting minutes questions and or corrections should be addressed to  
Claudina Nevis @ [claudina.nevis@gov.ca.gov](mailto:claudina.nevis@gov.ca.gov).